

**TOWN OF MOFFAT**  
**TOWN HALL**  
**BOARD OF TRUSTEES**  
**401 LINCOLN AVE.**  
**MOFFAT, COLORADO**



**TOWN OF MOFFAT | EST. 1911**

**BOARD OF TRUSTEES & PLANNING COMMISSION JOINT SPECIAL MEETING**

**August 29, 2023 - 6 :00pm**

**1. CALL TO ORDER**

*Meeting was called to order at 6:12 pm*

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

*Mayor Jon Lopez – Here*

*Trustee Eric Reichwald – Here*

*Trustee John Kunkler – Here*

*Trustee Ali Lopez – Here*

*Trustee Tyler Berger – Here*

*Trustee Rico Ellis – Absent*

*Trustee/Vice Chairman Ken Skoglund – Here*

*Chairman Clint Spindor - Here*

*Counselman Trenton Beyer -Here*

*Councilwoman Melinda Myers – Here*

*Town Manager/Councilwoman Cassandra Foxx – Here*

*Town Clerk Nina Magee - Here*

**4. APPROVAL OF AGENDA**

**a. Approval of Agenda**

*Mr. Skoglund Made the motion to approve the agenda with the added Water report and Town Manager report. Mr. Reichwald second the motion. All approve.*

**b. Approval of Minutes**

*Tabled*

**5. PUBLIC COMMENT**

Public comment is intended for members of the public wishing to address the Board of Trustees about matters that are not listed for discussion on the agenda. All speakers must stay on topic and are encouraged to state their point as briefly and clearly as possible. Each speaker is limited to a maximum of three (3) minutes. Comments will be taken under advisement by the Board, but no decisions will be made. Board and staff are here to listen during this segment of the meeting. At its discretion, the Board may elect to place a matter raised under public comment on a future agenda for further discussion and possible action. Personal attacks, whether directed at members of Town Board, Town staff or fellow citizens must be avoided.

*None*

**6. REPORTS**

**a. Mayor's Report**

*Mr. Lopez informed the Board's that he had worked with Mr. Jacob on making a plan of attack for the Grow Dome. With the restrictions lifted for the Covid Relief Grant money. With the amount of \$10,000.00 in the bank. The decision was made to use that amount for the acoustic sound repair. Mr. Lopez would like the Board's to consider using some of those funds to purchase the Tools and materials for the Town that Mr. Sarmento will need.*

*Mr. Lopez informs the Board's that if he has the tools that are needed, he could borrow for the time being.*

**b. Trustee's Report**

*Mr. Skoglund informed the Board that with his concern about the Town's Money. Mr. Skoglund spoke with the Town Manager about not paying Mr. Ellis due to the lack of attendance to several meetings. He understands that by Law we have to pay Mr. Ellis. Mr. Skoglund would like for the policy to change that "if you miss a meeting, you shouldn't get paid or I don't care if it's prorated." He informs the Boards that it's not about the money that the Board members show up. The reason to come to the meeting should be to come make the decisions to make the community a better place.*

*Mr. Skoglund wanted to go on record with his concerns.*

*Mr. Skoglund would like to review the Grant Writers Contract. He would like for it to be an incentive base contract. If the Town receives a grant Ms. Myers can get paid after procuring a grant.*

*Mr. Reichwald informs the Board's that he is in agreement with Mr. Skoglund.*

**c. Town Manager Report**

*Ms. Foxx informs the Board that she has Mr. Rico Ellis Trustee Resignation letter.*

*Ms. Foxx reminded Mr. Skoglund that due to attendance at the Regular meeting in the month of August. By Law the Town is required to pay the Trustees. And in order to change this policy it would have to be enacted with the start of the next term.*

*Mr. Aldridge interjected. Asking should a Town Board member assault a business owner still receive payment.*

*Mr. Reichwald interjected that last week when he attended the meeting via Zoom the sound quality was horrible. He suggests that the Board invest in a better sound system.*

*Ms. Melinda Myers asked if the Board of Trustees and Mayor was a paid position, and how much.*

*Mr. Lopez answered her question the Board and Mayor receives \$420.00 a month per Ordinance 2022-01.*

*Mrs. Lopez informed Ms. Myers that due to the Board meeting weekly instead of twice (2) a month. This is the reason why this policy is in effect.*

*Ms. Foxx informs the Board that she has spent some time recreating the Town's Business License. The change is so that the Business license's can't be duplicated. Ms. Foxx informs the Board that she is in the process of reissuing all of the current business licenses. She will mail or hand deliver.*

*Ms. Foxx informs the Board that she has created the Expired License Letter. Encouraging the Businesses to continue doing business here in the Town of Moffat.*

*Ms. Foxx informs the Board that she has been working on updating the Town's website with the Local Businesses information. She asked that if you have any suggestion on what you would like to see on the website let her know. Website: [townofmoffat.colorado.gov](http://townofmoffat.colorado.gov)*

**d. Water Report.**

*Ms. Bunting informs the Board that the letter that was received from the Department of Water Resources, state that since we have not metered the wells as of yet they will estimate that we have used our legal; amount. There are 6 well that are in need of being metered. Those are well numbers 1,3,6 & 7. Well number 2 have been classified as inactive. Well number 4 has been metered.*

Wells 1,3,6 & 7 are artesian wells. Ms. Bunting asked if she should look into getting these wells metered? Or should Mr. Newmyer be asked this to look into the metering of these wells.

Mayor Lopez asked that Mr. Newmyer be contacted in regards to metering well's 1,3,6 & 7. Ms. Bunting informs the Board that with CDPHE we have 4 deadlines. The first is September 30, 2023. That is Chlorination of well number 5. Ms. Bunting had informed the Board that well number 5 has had the engineers, electrical, and the site will be ready for work to begin after the residents have been notified for project start date of September 18, 2023.

Ms. Bunting has informed the Board that Area 420 has hired GMS. She believes that this is a good thing because GMS is starting to learn more about Moffat's needs.

Mr. Skoglund interjected that construction for well chlorination will take 2-3 days and will start on September 18, 2023. Prep work for chlorination will be on or around September 13, 2023.

*Remaining Deadlines*

#2 distribution system for the 2 houses connected to well number 4. Due September 22, 2023

#3 Pulmonary Engineering report from GMS. Due December 31, 2023

#4 Will be based off of the pulmonary report

**7. INTRODUCTIONS**

**8. OLD BUSINESS**

a. Pot Holes Repair

Mayor Lopez asked Chairman Spindor if he had any questions Concerning the Bid to Pot Hole Repair.

Chairman Spindor informed Mayor Lopez, he believes it was a fair bid.

Ms. Myers made the recommendation from the planning commission to the Board to approve the Bid for Skoglund Excavating.

Mrs. Lopez made the motion for the approval of Skoglund Excavating bid for Pot hole repair.

Mr. Reichwald second the motion all approve.

b. Ordinance 2023-03 (Water)

Tabled

c. Water Rates

Both the Planning Commission and the Board of Trustees have reviewed fee schedules from the Town of Saguache, Baca, Center, & Del Norte.

Mrs. Lopez made the motion that the Town of Moffat Tap fee will be \$5000.00. Mr. Reichwald second the motion. All approve.

**9. NEW BUSINESS**

a. Surveying Garfield (Well #5)

Mr. Skoglund informs the Board that a survey is needed for the completion of the connection of the 2 houses to the chlorinated system.

Mr. Kunkler made the motion to spend \$400.00 on a survey of Garfield. Mrs. Lopez second the motion. All approve

**10. EXECUTIVE SESSION (IF NECESSARY)**

None Needed.

**11. ADJOURN**

Mr. Burger made the motion to adjourn. Mrs. Lopez second the motion. All approved.